

NOTICE OF REQUEST FOR STATEMENTS OF QUALIFICATIONS FROM
ARCHITECTURE/ENGINEERING FIRMS FOR
PROFESSIONAL CONSULTANT AGREEMENT SELECTION
TOWN OF GILBERT, ARIZONA

Project Name: Heritage District Utility Infrastructure Study
Project Number: RD2260
Contract Number: 321000173
Deadline: 02/25/2021
Submittal Location: Electronic submittals only at:

<https://bidders.e-builder.net/landing?bidpackageid=a4ca6afe-45aa-4f69-8ed8-a18782d9a372>

GILBERT Staff Contact: Rick Hooker – Richard.Hooker@gilbertaz.gov
RFQ available at: Town's E-builder portal:

<https://bidders.e-builder.net/landing?bidpackageid=a4ca6afe-45aa-4f69-8ed8-a18782d9a372>

Date and Location for Submittal: Sealed Statements of Qualifications (SOQs) from qualified Architecture/Engineering (A/E) firms will be received electronically only in the Town's E-builder portal as indicated above by **5 p.m., MST, 25 February, 2021**. The SOQ must include all information items listed in the RFQ in the order listed. No SOQ will be accepted after the time designated. It is the A/E's responsibility to assure SOQ's are received through the E-builder portal on or before the specified time.

Project Description: The Downtown Heritage District has experienced rapid growth and redevelopment. In 2018, Council approved a Redevelopment Plan for the Heritage District including a master plan of the land owned by the Town. This land equates to approximately 56 percent of the non-residential land within the .3 square mile boundary of the Heritage District. It is the Town's intent to dispose of the land for private development in accordance with the Master Plan.

Prior to disposing of land, Gilbert will conduct an analysis of the utilities within the District. The Utility Study will make recommendations for upgrading and consolidating utilities to land previously utilized for farming and single family residential to accommodate future commercial growth of the Heritage District. The consolidation should maximize Town and developer ability to tie into utility corridors and minimize the amount of ongoing construction/reconstruction. The utilities shall include but are not limited to power, fiber, gas, telecommunications, and water/waste water. Additional recommendations may include ideal location for trash consolidation/trash compactor facilities nearest consolidated utility boxes to maximize land use.

The analysis should provide a map and modeling of the utilities in place, identify gaps and deficiencies and provide recommendations to support the upgrades to the overall growth and consolidation as identified in the 2018 Heritage District Redevelopment Plan:

<https://www.gilbertaz.gov/departments/economic-development/heritage-district/redevelopment-plan-update-2018>

Pre-Submittal Conference: A pre-submittal conference will be held on **03 February, 2021 at 9am, MST** as a Microsoft Teams Meeting: https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTMxZjIzMjEtYmVhMy00MjFmLWJiZTAzMWQxMTM0OTVmMDU4%40thre

ad.v2/0?context=%7b%22Tid%22%3a%222a562d2d-fcdc-4929-be1e-96860c5d7b0b%22%2c%22Oid%22%3a%22a5cd58ec-4751-4c03-bae4-045fcd4519c%22%7d

The preceding hyperlink can be used to join the meeting or you may contact Rick Hooker at the email address above for an invitation anytime up to one hour prior to the start of the meeting. There is no “phone in” number for the meeting but Microsoft Teams can be accessed on a mobile device if you have the Teams App. It is highly recommended that all prospective Proposers attend, as Proposer responsibility issues will be discussed, along with Project requirements.

SOQ Format: Each SOQ received must be in accordance with the format and information provided within the Request for Qualifications package. Any submittal that does not conform, in all material respects to what is outlined in the RFQ, will be considered non-responsive. Each SOQ shall be submitted in a sealed envelope per the directions provided in the RFQ.

Solicitation Transparency Policy: Beginning on the date this Solicitation is issued and continuing until either the date a contract is awarded or this Solicitation is withdrawn by Gilbert, all persons or entities who respond or intend to respond to this Solicitation, including without limitation their employees, agents, representatives, partners, subcontractors, consultants, joint venturers, members, lobbyists, or attorneys (collectively, “Proposers”), shall only discuss matters associated with this Solicitation with the Procurement Officer designated in this Solicitation and shall not have any direct or indirect contact about this Solicitation with any other Town staff or Town official, including, without limitation, members of the evaluation panel, the Town Manager, Deputy Town Managers, the Mayor, or any member of the Gilbert Town Council. As long as the subject matter of the Solicitation is not discussed, Proposers may continue to conduct business with Gilbert.

Notwithstanding the foregoing, Proposers may discuss this Solicitation with the Mayor or a member of the Gilbert Town Council, provided such meetings are scheduled through the Procurement Officer listed on this Solicitation, conducted in person at Gilbert Civic Center, Town Hall Administration Building, 50 East Civic Center Drive, Gilbert, Arizona 85296, and are posted as open meetings by the Town Clerk at least twenty-four (24) hours prior to the scheduled meetings. The posted notice shall identify the participants and the subject matter, as well as invite the public to participate.

This policy is intended to create a level playing field for all Proposers, assure that contracts are awarded in public, and protect the integrity of the selection process. **Proposers who violate this policy shall be disqualified from participating in this Solicitation.**

Right to Reject SOQ: GILBERT reserves the right to waive any irregularities in any submittal and to reject all submittals and re-advertise or cancel the project in its entirety, at its sole discretion. GILBERT, or its consultants and advisors, will not be responsible for any cost incurred by any firm submitting a SOQ or responding to this notice.

Equal Opportunity: GILBERT is an equal opportunity employer. Minority and women’s business enterprises are encouraged to submit on this Project.

Publications Date(s): 01/11/2021
01/18/2021